

Post Hearing Map Review (PMR)

Introduction

Roadway Design will notify the Plan Review Squad of the time and location for the post Hearing Map Review meeting. This provides us an opportunity to hear what comments the public made at the Public Hearing and what the DOT response will be and to provide comments if necessary.

Step By Step Procedure

1. Enter type of review into the Plan Review Database as PMR. The due date should be set for the day of the meeting.
2. ***Enter meeting date into Plan Review Engineer's Netscape calendar.***
3. Pull the project file and organize it appropriately and become familiar with our previous memos and recommendations.
4. Invite ATE to meeting (Does not need to be a formal memo). Invite Signals if there may be a need for them to attend.
5. Review the project with the Plan Review Engineer and decide who will be attending the meeting.
6. Attend meeting prepared to answer traffic related questions.
7. Make a note to file of what took place at the meeting and check with the Plan Review Engineer to see if any actions need to be taken. *NOTE: Many requests for additional analysis or analysis specific to a citizen's concern are generated by these meetings. These additional requests would be logged in as "TIP Review-RDWY or whatever is appropriate.*
8. Enter completion date and relevant comments into Plan Review Database and file.